

**DODGE COUNTY HEALTH FACILITIES COMMITTEE MEETING
ADMINISTRATION BUILDING
127 EAST OAK STREET, ROOMS 1H & 1I, JUNEAU, WI 53039**

December 2, 2020

MINUTES

1. **CALL TO ORDER:** Meeting was called to order by Chairman Bischoff at 8:04 a.m. with the following members present:
2. **ROLL CALL AND NON-COMMITTEE MEMBER COUNTY BOARD ATTENDANCE:**

COMMITTEE MEMBERS PRESENT

Larry Bischoff
Lisa Derr
Dan Hilbert
Karen Kuehl
Mary Ann Miller (via telephone)

NON-COMMITTEE MEMBERS PRESENT

None

ABSENT: None.

ALSO PRESENT: Jim Mielke, Dodge County Administrator; Russell Kottke, Dodge County Board Chairman; Ed Somers, Clearview Executive Director/Administrator; Lori Kurutz, Assistant Administrator; Nicole Grossman, Director of Finance; and Jill Soldner, Administrative Secretary.

PRESENT VIA ZOOM: Jackie Kuhl, Brain Injury Center Coordinator; Jim Hill, Director of Environmental Services; Alyssa Gahlman, Director of Support Services; Heather Ninmann, IID Household Coordinator; Erin Blánk, Director of Nursing; Dina Statz, Assistant Director of Nursing; Jessica Streat, Assisted Living Supervisor; and Megan Firari, Human Resource Specialist.

3. **PUBLIC COMMENT:** None.
4. **APPROVAL OF MINUTES OF THE NOVEMBER 4, 2020 MEETING:** Motion made by Kuehl to approve the November 4, 2020 Health Facilities Minutes; seconded by Hilbert. Motion carried.
5. **VOLUNTARY AND INVOLUNTARY DISCHARGES:** There were 11 voluntary discharges and one (1) involuntary discharge to report.
6. **CONSIDER, DISCUSS, AND TAKE ACTION ON RESOLUTION TO ABOLISH THE POSITIONS OF MEDICAL DIRECTOR AND ASSISTANT ADMINISTRATOR AND CREATE THE POSITIONS OF ACTIVITIES DIRECTOR AND INSERVICE COORDINATOR AT CLEARVIEW:** A Resolution was reviewed by the Committee to abolish the positions of Medical Director and Assistant Administrator and to create the positions of

Activities Director and Inservice Coordinator, all effective January 1, 2021. Motion by Derr to approve the Resolution as drafted; seconded by Hilbert. Motion carried. The Resolution will be submitted to the County Board of Supervisors at its December 15, 2020 meeting.

7. **CONSIDER, DISCUSS, AND TAKE ACTION ON RESOLUTION TO ABOLISH THE POSITIONS OF *DIRECTOR OF SUPPORT SERVICES* AND CREATE THE POSITION OF *SOCIAL SERVICES DIRECTOR*:** A Resolution was reviewed by the Committee to abolish the position of Director of Support Services and to create the position of Social Services Director, effective January 1, 2021. Motion by Hilbert to approve the Resolution as drafted; seconded by Kuehl. Motion carried. The Resolution will be submitted to the County Board of Supervisors at its December 15, 2020 meeting.

8. **CENSUS REPORTS:**

Clearview Brain Injury Center:	14 of 30
Clearview:	94 of 120
Clearview Behavioral Health 1/2/3/4:	32 of 40
ICF-IID (formerly FDD):	41 of 46
Trailview	4 of 4
Clearview Community Group Home:	4 of 4
Northview Heights (CBRF):	17 of 20

9. **ADMINISTRATOR'S REPORT:** PowerPoint presentations were given by Administrator Ed Somers, Assistant Administrator Lori Kurutz, and Finance Director Nicole Grossman.

- **Financial Update:** Nicole Grossman, Finance Director, provided a 2020 budget status report to the Committee on the Clearview budget status as of October 31, 2020. The report was put together utilizing source documents as produced out of Tyler Munis. She also reported on funding that has been received to date from the CARES Act and gave a Routes to Recovery update.
- **COVID-19 Update:** Dodge County's positivity rate continues to be above 10%; Clearview is required to test residents once a week and staff twice a week. The State of Wisconsin has committed to fund required testing through March 2021. Clearview continues to be in an outbreak status as they have not had 14 consecutive days of zero positive staff or resident tests. Data entry required on the front end of each testing round is extremely time consuming.

The State of Wisconsin conducted a Focused Infection Control Survey ("FICS") on November 27, 2020, in response to a positive resident. An FICS is conducted every time a resident tests positive for COVID-19. No citations were issued. It was recommended that surgical masks be worn over a N-95 mask with a vent to prevent transmission when an employee exhales. If a resident needs to leave the facility for any reason (transportation, etc.), staff are to ensure that the receiving facility is aware of the resident's COVID status. It was noted that there is no need to wipe down N-95 masks after use.

An update on Clearview's Personal Protective Equipment ("PPE") inventory as of December 1, 2020 was provided. Clearview has approximately three months of supplies on hand.

COVID Infection Control Incentive Payments: Clearview received two COVID infection control incentive payments so far (\$39,893.08 in October 2020 and \$17,010.56 in November;

both payments were for September's performance). The payments are based on two measures: Clearview had a positivity rate lower than Dodge County and a COVID-19 mortality rate less than 10%. Payments should be once a month going forward. The Brain Injury Center has not received a payment, likely because it is not Medicare certified.

COVID Vaccine: The final priority list has not been established as to who should get the COVID vaccine. The vaccine will be administered to residents by the pharmacy. There will likely be an update on December 4, 2020, as to the COVID-19 vaccination plan and Phase 1-A priority vaccination of health care personnel. Clearview is registered to be a Phase 1- vaccinator. The Pfizer vaccine is up for FDA emergency approval on December 10, 2020; the vaccine could be to the states by December 11, 2020. The Pfizer vaccine requires extreme cold storage. Moderna has applied for emergency approval as well. The advantage to the Moderna vaccine is it requires "normal" cold storage. After discussion with the Health Facilities Committee regarding the COVID vaccine (mandatory or voluntary for staff), it was the consensus of the Committee that receiving the COVID vaccine should be a condition of employment.

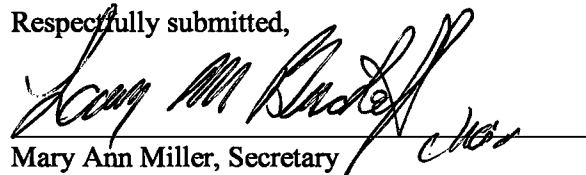
- **Compliance/Ethics Report ~ Lori Kurutz:** Kurutz reported on the following Corporate Compliance topics: quality of care/psychopharmacological medication use; records retention and the Health Insurance Portability and Accountability Act ("HIPAA"); resident rights and ethics; employee/consultant/volunteer screening and retention; monthly exclusion screening by Human Resources; monthly triple checks; and State survey and certification, as well as follow-up with Plans of Correction. Ethical concerns are followed up and sent to Dodge County Ethical Advocates. Ethical meetings occur when needed with the Compliance Team, medical staff, and families.

Kurutz put together a 2021 Corporate Compliance plan for the new Inservice Coordinator (once hired) to use as a guideline.

- **Concluding Remarks ~ Lori Kurutz:** Assistant Administrator Kurutz is retiring on Friday, December 18, 2020, after 30 years of dedicated service to Clearview. Kurutz held seven positions during her career at Clearview and gave an overview of the experiences she has had.
10. **NEXT MEETING DATE AND TIME:** *Wednesday, January 6, 2021, at 8:00 a.m.*, in Rooms 1H and 1I, 127 East Oak Street, Juneau, Wisconsin.
 11. **ADJOURN:** There being no further business to come before the Committee, Motion by Hilbert to adjourn; seconded by Kuehl. Motion carried. Meeting adjourned at 9:26 a.m.

Dated this 6th day of January, 2021.

Respectfully submitted,



Mary Ann Miller, Secretary